

## **AGENDA**

### **CONNECTICUT BOARD OF EXAMINERS OF EMBALMERS AND FUNERAL DIRECTORS**

**Tuesday, February 3, 2015 at 9:30 AM**  
Department of Public Health  
410 Capitol Avenue, Hartford, CT  
**Third Floor – Hearing Room**

#### **CALL TO ORDER**

#### **I. OPEN FORUM**

#### **II. MINUTES**

Review and approval of the minutes from the December 2, 2014 meeting.

#### **III. CHAIR UPDATES/CORRESPONDENCE**

#### **IV. DEPARTMENT OF PUBLIC HEALTH UPDATES**

Investigations Update

*Gary Griffin, Investigations Supervisor, DPH*

#### **V. NEW BUSINESS**

##### **A. Burial Permits - Issuance Problems**

*Jane Purtill, Registrar Vital Records, Department of Public Health*

##### **B. Memorandum of Decision**

Leonard Holtz, Embalmer – Petition No. 2010-5371

#### **VI. C. Alfredo Carmargo (Apprentice)**

*Request for waiver to allow other full-time employment  
pursuant to § 20-211-17*

#### **VII. OFFICE OF LICENSURE REGULATION AND COMPLIANCE**

#### **ADJOURN**

The Department of Public Health is an equal opportunity provider and employer.

*If you require aid/accommodation to participate fully and fairly,  
please contact the Public Health Hearing Office at 860-509-7566*

The following minutes are draft minutes which are subject to revision and which have not yet been adopted by the Board.

The **Connecticut Board of Examiners of Embalmers and Funeral Directors** held a meeting on December 2, 2014 at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut in Conference Room "C" on the third floor.

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**BOARD MEMBERS PRESENT:** Daniel P. Jowdy, Embalmer  
Gerald Bosak, Jr., Embalmer – *via telephone*  
Darrell L. McClam, Embalmer  
Agnes Pier

**BOARD MEMBERS ABSENT:** None

**ALSO PRESENT:** Gary Griffin, Department of Public Health  
Jeffrey A. Kardys, Board Liaison

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The meeting convened at 9:35 a. m. Ms. Pier was welcomed to here first meeting.

**I. MINUTES**

The September 16, 2014 minutes were reviewed and approved on a motion by Mr. Bosak, seconded by Mr. McClam.

**II. CHAIR UPDATES**

Mr. Jowdy commented that a new definition of funeral directing which took effect on October 1, 2014, pursuant to sections 54 and 55 of Public Act 14-231 will need to be revisited during the 2015 legislative session to make a technical change.

Mr. Jowdy commented that for apprentices, a change extending the time period for completion of the 50 body requirement needs to be considered

**III. DEPARTMENT OF PUBLIC HEALTH UPDATES**

Investigations Update

Gary Griffin, Investigation Supervisor, Department of Public Health reported that there are seven cases currently in various stages of investigation by the Department. Four additional cases have been referred to the Department's Office of Licensure Regulation and Compliance for further review.

**IV. NEW BUSINESS**

A. Burial Permits - Issuance Problems

Jane Purtill, Registrar Vital Records, Department of Public Health was not in attendance. She will be invited to the next meeting.

B. Schedule Meeting Dates for 2015

The following meeting dates have been scheduled for 2015:

February 3, 2015

April 2, 2015

June 2, 2015

September 3, 2015

November 5, 2015

All meetings will be scheduled for 9:30 a.m., at the Department of Public Health, 410 Capitol Avenue, Hartford, Connecticut.

**V. OFFICE OF LICENSURE REGULATION AND COMPLIANCE**

David DeRubeis – Petition No. 2014-409

Diane Wilan, Staff Attorney, DPH presented a Consent Order in this matter. Respondent was not present or represented.

Mr. Bosak made a motion, seconded by Ms. Pier, to approve the Consent Order. The motion passed unanimously. Mr. Jowdy signed the Order which imposes a \$500.00 civil penalty and a reprimand.

**VI. ADJOURNMENT**

There was no further business and the meeting was adjourned at 10:28 a.m.

Respectfully submitted,

Daniel Jowdy, Chairman  
Board of Examiners of Embalmers and Funeral Directors